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**CHIVE TASK FORCE**CHIVE/C-38-65  
4 November 1965**MEMORANDUM FOR:** Director of Central Reference  
Director of Computer Services**SUBJECT :** CHIVE Task Force Report, October 1965

1. In order to give proper emphasis to the systems integration activity, this and related tasks have been assigned to the Integration and Plans Staff (IPS) under the direction of [redacted]. The CHIVE Task Force line organization now consists of the IPS plus the Systems Design, Program Design, [redacted] and AIP Groups.

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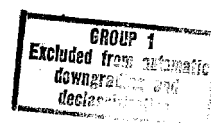
2. The initial move in a complex maneuver within OCR has been made by members of CTF. Headquarters personnel plus the Systems Design and China Operations Groups are now located in 2G24 (Ext. [redacted]).

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3. Work by CTF and OCR/Admin personnel in concert with representatives of Position Management and Compensation Division of OP has resulted in an interim T/O for the OCR contingent of the CHIVE Task Force. Approval of this T/O is expected soon and interviewing of OCR personnel for CHIVE will then begin.

4. Meetings held on the matter of security for CHIVE files have resulted in SPINT Staff decisions which are largely compatible with security solutions outlined in CHIVE/W-2-65.

5. On the Current Awareness Task, titles of approximately 900 documents were inspected and divided into three categories--pure, fair, and imprecise. A list of 24 subject categories was developed and tested against this corpus of documents. The list was also checked against other codes. Some work was done on determining a suitable geographic code. Work has started on a word exclusion list.

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6. A memorandum containing equipment evaluation and recommendations for the Document Delivery System was received from [ ] on 15 October 1965. Problems are being brought to the attention of the manufacturer.

7. Error rate specifications and a schedule of system availability for program testing has been received from CDC/Rabinow for the 915 Page Reader System.

8. Regarding the Dictionary Building Task, decisions have been reached on formats for the Location Dictionary to be built by modifications to FICUR; agreement on the ISC chapters for Politics and Government, Science and Technology, Social and Cultural Affairs, and Military Affairs has been reached; criteria governing specificity of the indexing language for Organizations have been established.

9. Second draft versions of index input forms have been prepared.

10. A working paper on IA/Content Indexer Communication Problems and Suggested Testing Procedures was published. The functions of the Intelligence Assistant in BR and FIB were investigated.

11. A recommendation to establish an Information Retrieval System in CIA for literature in the field of documentation and the information sciences has been sent to D/CR.

12. A draft paper for CODIB to serve as its report to USIB on the study conducted by CODIB's Task Team IV (Installations) has been prepared by the Chief, SDG/CTF.

13. Work continues on specifying the functions and procedures which will allow a general package to process a variety of Page Reader and Card Reader generated formats.

14. A physical record structure has been chosen for the CHIVE EDP System.

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15. Some problems in the operational programs for ALP have been eliminated. Other deficiencies are under study.

16. The stenotype speed building class for ALP has been working during October with audio tapes of dictated translation.

17. ALP System Acceptance Testing ran two weeks and was completed on 15 October 1965.

18. Members of CTF attended the FID Conference and the Harner Co. course on Evaluating Information Retrieval Systems.

19. A total of 403 man-days were devoted to CHIVE tasks.

20. A careful analysis has not been conducted, but there is every indication that some schedule slippage has occurred. The extent has still to be determined. The principal reason is a lack of key personnel with highly specialized system development capabilities.

[Redacted Signature]

**Director  
CHIVE Task Force**

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